

EXECUTIVE SECRETARIAT

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STAT

Executive Secretary

5/26/83

Date

3637 (10-81)



EXECUTIVE OFFICE OF THE PRESIDENT
OFFICE OF MANAGEMENT AND BUDGET

WASHINGTON, D.C. 20503

May 19, 1983

Executive Registry

83-2754

M-83-17

MEMORANDUM FOR THE HEADS OF EXECUTIVE DEPARTMENTS AND AGENCIES

FROM: JOSEPH R. WRIGHT, JR.
DEPUTY DIRECTOR

SUBJECT: Early Warning on 4th Quarter Wasteful Spending

As we enter the last half of fiscal year 1983, please ensure your agency has implemented the proper control system to prevent wasteful end of year spending. Your early management attention is required to ensure that funds are obligated only in a planned and deliberate manner. Further, obligations should not be made inefficiently in this 3rd quarter merely to reduce 4th quarter spending.

Would you also make sure that expenses required to implement needed management reform not be obligated unless properly coordinated as part of the President's Reform '88 Management Improvement Program. If not, we will continue the past practice of developing incompatible government-wide management processes.

This memo will be followed by more detailed instructions, but your early attention to this matter will ensure the success of our efforts to reduce wasteful spending.

L289.

